

Spring Statewide Assessment Participation Guidelines for High School **Spring 2010 NECAP and School Year 2009-2010 NH-Alt**

High School Students who Must Test

All NH public high school students*, regardless of placement, are required (except as noted below) to participate in each content area of the statewide assessment at high school as follows:

❖ **Grade-Level Assessment (NECAP):**

Unless a student meets participation criteria for the alternate assessment based on alternate Achievement standards, he or she must participate in the grade-level NECAP academic assessment. A student is assessed with the spring grade-level NECAP in science the first year he or she is in grade 11 or higher (as of May 10 as reported in EOY (End of Year) enrollment files). Please note, if the EOY enrollment files indicate that the student skipped from grade 9 or 10 to grade 12, the 12th grade student must participate in this content area.

❖ **Alternate Assessment (NH-Alternate):**

- A NH student who meets the participation criteria for NH-Alternate Assessment must complete a year-long portfolio in writing, reading, and mathematics the first year she or he is in grade 10 or higher (as reported in the BOY file). Please note, if the BOY files indicate that the student skipped from grade 9 to grade 11 or 12, the student must participate in these content areas.
- A NH student who meets the participation criteria for NH-Alternate Assessment must complete a year-long portfolio in science the first year she or he is in grade 11 or higher (as reported in the BOY file). Please note, if the BOY files indicate that the student skipped from grade 9 or 10 to grade 12, the 12th grade student must participate in this content area.

❖ **Students in the court system**, unless incarnated as an adult, must participate.

❖ **High school students in CTE or alternative programs** must participate in the assessment. Currently, CTE students take the NECAP test at their school of enrollment.

❖ **Foreign Exchange Students:** Foreign exchange students (enrollment status 11) must participate.

❖ **Limited English Proficient Students:** LEP students must participate.

Assessment Timing: NECAP and NH-Alternate tests measure student progress in academic content learned by the end of grade 10 for writing, reading and mathematics; and by the end of grade 11 for science. The assessments are completed at different times during the year. NECAP writing, reading, and mathematics tests are given during a 3-week window at the beginning of the grade 11 school year. NECAP Science is given during May of the grade 11 school year. NH-Alternate Assessment portfolio work samples in writing, reading, and mathematics are collected throughout the grade 10 school year. NH-Alternate Assessment portfolio work samples in science are collected throughout the grade 11 school year.

*All** Except for cases listed below, *All* NH public high school students* is defined as all students who are enrolled in any public NH school/academy or program including students attending evening and off -site programs; all students who have been placed by any NH district in any non-public or private schools (both in-state and out-of state); and all students who have been placed by any NH district in any out-of-state public school. These students are identified in BOY and EOY enrollment files with an enrollment status of 1, 2, 3, 5, 6, 8, 9, or 11.

Exceptions - Students who are Not Required to Participate in Certain Assessments:

- ❖ **Students who Repeat Grade 11:** NECAP students who will be reported as enrolled in grade 11 (as of May 10 as reported in the 2009-2010 EOY enrollment files) who were also reported as enrolled in grade 11 (as of May 10 as reported in the 2008-2009 EOY enrollment files) do not participate. We call these students who repeated grade 11. These students may be tested at the school's discretion.

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- ❖ **NH-Alt students who will complete a grade 11 science portfolio in May 2010:** Students who will submit a grade 11 May 2010 NH-Alt Portfolio in science should not be tested with the Spring 2010 NECAP Science. (They may participate on a trial basis at the school's discretion.)
- ❖ **Students with State Approved Special Considerations (e.g. Medical Exemptions):** These students are exempt from those content areas identified in the written approval by the NH DoE Director of Assessment.
- ❖ **NECAP Students who Enroll After May 10:** NECAP students who enroll from anywhere other than a NH district after May 10 do not need to be tested. (NECAP Students who enroll from another NH district should complete testing.)
- ❖ **NH-Alt students who Enrolled After February 1, 2010:** Students qualifying for NH-Alt who enroll after February 1 of a school year from anywhere other than a NH publicly funded placement begin their portfolio process at the beginning of the following school year. Whenever this happens, districts must notify the NH DoE Director of Assessment by May 28 for students who enroll between February 1 and May 28, and by October 1 for students who enroll between May 28 and October 1. (NH-Alt portfolios are always submitted by the school the student was attending at the time of NH-Alt registration, usually in March.)
- ❖ **NECAP Students who Withdraw During NECAP Test Window:** NECAP students who withdraw prior to finishing testing do not need to finish testing at that location. (For NECAP students, withdrawal status **must** be bubbled on the student's answer booklet.) If the student then enrolls in a NH district, the receiving district should administer the remainder of the test.
- ❖ **NH-Alt students who Withdraw During NH-Alt Test Window**
 - **Prior to on-line registration:** Portfolios should be transferred with the student to their new school. If the student transfers to a NH publicly funded placement, the receiving district should register the student, complete and submit the portfolio in May. If the student transfers to placement that is not publically funded by NH, then the portfolio is not submitted to NH for scoring and reporting.
 - **After student has been registered:** Portfolio should be retained by the registering school, and should be completed to the extent possible and submitted in May.
- ❖ **Students adjudicated and incarcerated as an adult in the NH prison system** do not need to be tested. These students are not enrolled in a NH Public district.
- ❖ **Enrolled Out-of-State:** Students placed out-of-state by the district who participate in the receiving state's assessment and accountability system should not be tested. (Districts must report these students to the NH DoE Director of Assessment no later than May 28, 2010 for the spring NECAP and March 31 for NH-Alt.)
- ❖ **Home Schooled Students:** Home schooled students may, but do not have to, be tested. Participation in NECAP is at the parent's discretion. This applies to students that are fully home schooled (not appearing in EOY enrollment files), and those home schooled students who are participating in funded activities at the school (enrollment status 4 in the EOY enrollment files).
- ❖ **Adult High School and GED students NOT reported as enrolled:** Students who will not be reported as enrolled as of May 10, 2010 should not be tested. These students are dropouts who may or may not return to regular enrollment status. GED and adult high school students reported as enrolled must be tested.

Additional participation guidance is available on the following topics at:

<http://www.ed.state.nh.us/education/doe/organization/curriculum/AssessmentUpdates.htm>

- State Approved Special Considerations (SASC) form
- Making Decisions about Student Participation in Assessment with Accommodations
- Who Qualifies for Participation in NH-Alt Assessment?
- Transitioning Students Between NH-Alt and NECAP

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